

**PIERCE COUNTY FIRE PROTECTION DISTRICT NO. 10**  
**Pierce County, Washington**  
**January 1, 1990 Through December 31, 1992**

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**Schedule Of Findings**

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1. Executive Sessions Should Follow Proper Procedures

Our audit included a review of minutes of the board of commissioners. Of 27 executive sessions recorded, the following was noted:

- a. Sixteen of them did not record the expected time to reconvene.
- b. Six did not record the subject and purpose for excluding the public.

RCW 42.38.110 lists 11 allowable subjects or reasons for legally holding an executive session. In addition, it states in part:

(2) Before convening in executive session, the presiding officer of a governing body shall publicly announce the purpose for excluding the public from the meeting place, and the time when the executive session will be concluded. The executive session may be extended to a stated later time by announcement of the presiding officer.

Failure to announce the expected time to reconvene and the subjects to be discussed were due to not being familiar with applicable state law.

As a result, the district fails to inform the public and increases the risk of a legal challenge by discussing questionable subjects.

We recommend the district follow the provisions of RCW 42.30.110 for all executive sessions.